

ARDINGLY PARISH COUNCIL

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Office: Tuesdays 10 am - 12 noon in Hapstead Hall, Ardingly

Minutes of Ardingly Parish Council meeting held on Tuesday, 1 November 2011 in the Reading Room at Hapstead Hall from 7.30pm.

MINUTES

Present:	Mr G Ruse (Chair) Mr M Brixey Mr T Clement Mrs R Chalk Ms S Chapman Mr Don Walker	Mrs P Dennis Mr W Meldrum Mr K Monk Mr N Moorey In attendance: Mrs A Rumble (Clerk) 25 Members of Public	
126.	<p>Questions/comments from members of the public.</p> <p>The Chair welcomed members of the public to the meeting. <i>The meeting closed.</i></p> <p>Alan Smith requested information about the various stages of the planning application process and if submissions for Butchers and Standgrove Field had been received by the Parish Council. In response, Councillors confirmed that no applications have been received and a timetable of the planning process was provided. In addition, Councillors confirmed that relevant authorities in the planning process will be consulted. John Riley suggested that residents be given a set of guidelines and website links to relevant information on the Mid Sussex District Council's website. Councillors confirmed that they will be distributing a questionnaire to every household in the village once planning applications have been received to help inform the Parish Council in their response to the developments and to ensure that the community has the relevant information. John Riley stated that exhibitions held by the developers did not provide an opportunity for consultation and felt that they had done the bare minimum to discuss the development with the community. He believed that this breached all standards of consultation as outlined in the Statement of Community Involvement, which sets out best practice for the District Council to use when engaging with the community. Councillors confirmed that validation criteria for planning applications will be undertaken by MSDC. Mr Rickard stated that key questions had not been asked, whether the village wanted development or not. In addition, he believed that developers have been biased by not revealing information obtained from exhibitions. He argued that two large developments would split the village. This view was supported by Dionne Flatman. In response to a question from Sara Frohmader, councillors confirmed that the community must not become complacent during the period between the withdrawal of the South East Plan and the publication of the District Plan. Consequently, it is essential that residents respond individually to the planning applications once published, giving planning reasons for agreeing or objecting to the developments. Petitions will not be considered by the Local Authority. The Chair thanked the public for attending the meeting. <i>Meeting opened.</i></p>		
127.	<p>To accept apologies for absence</p> <p>Mrs Rocks and Mrs Jarvis.</p>		
128.	<p>Declaration of Interests</p> <p>Item 138.2 Planning Applications - APP/D3830/A/11/2161531/NWF – COU Mrs Chalk and Mrs Dennis declared an interest. Item 140.3 Village Development – Ms Chapman declared an interest.</p>		
129.	<p>To confirm and sign the minutes of the meeting held on Tuesday, 4 October 2011</p> <p>The Chair called for approval of the minutes of the Council meeting held on the 4 October 2011. With no alterations these were AGREED and the minutes were signed by the Chair.</p>		
130.	<p>Matters arising from previous minutes</p> <p>Item 106 Litter bin, at entrance to primary school. Mrs Chalk confirmed that a litter bin will be placed within the school perimeter. Item 108.3 Holiday entitlement Clerk/RFO Letters sent. Item 123 - Draft response to the changes MSDC are proposing to make to the Council's and Affinity Sutton's Housing Allocation Scheme with effect from April 2012. Mr</p>		

	Clement confirmed that progress was being made.	
131.	<p>Financial matters</p> <p>131.1 Any grant/donation requests – none.</p> <p>131.2 Schedule of Payments - Schedule of payments circulated prior to the meeting. Proposed by Mrs Chalk, seconded by Mr Monk and AGREED that payment be made.</p> <p>131.3 Street Cleaning Operative salary increase (as per budget) – Salary increase of 2.00% - Councillors AGREED to increase the Street Cleaning Operative's salary to £6.68 per hour from 1 April 2011.</p> <p>131.4 Recreation Ground & Open Spaces maintenance – renewal of 3 year contract. Invitations to tender sent to Barcombe Landscapes, Smart Garden, Grasstex. Estimate had not been received from Smart Gardens, therefore consideration was given to quotations from Barcombe Landscapes of £3,202 (fixed for 3 years) and Grasstex of £4,242 (RPI index increase for 2013/14). Proposed by Mr Clement, seconded by Mrs Chalk and AGREED to ACCEPT a three year contract with Barcombe Landscapes.</p>	
132.	<p>Hapstead Hall</p> <p>Mr Monk confirmed that arrangements for the Christmas activities were underway and progressing well. A request for assistance with the preparations for the construction of the Christmas Grotto will be made to Mr Jones (Friday, 2 December). Mrs Chalk reported that replacing the oak tree lights with an alternative rope system has proved to be too expensive and it was AGREED to invest in another strand of similar lighting. Councillors thanked the Village Lunch Club for their donation of £100 for replacement lights. Bartletts have agreed to erect and take down the lights, while at the same time pruning the tree. Councillors congratulated Mr Nick Moorey on his recent election as Vice Chair to the Hapstead Hall Management Committee.</p>	Clerk
133.	<p>Recreation Ground</p> <p>133.1 Frost protection system, pavilion (Item 110.1 – Minutes 4.10.11). Invitations to tender were sent to P S & A B Mitchell, PDP Electricals, Electrical Solutions 101 Ltd, Comber and Dale West. Estimate had not been received from Mr West, therefore consideration was given to quotations from P S & A B Mitchell £2,301.00, PDP Electricals £1,318.16, Electrical Solutions 101 Ltd., £675.00 (fewer heaters), and Comber £2,265.00. Councillors supported the decision by the Clerk and Mr Brixey to instruct PDP Electricals to undertake the work and appreciative that the expenditure was within the £2,300 allocated for the work.</p>	
134.	<p>Village Plan</p> <p>Mr Walker reported that a meeting has been arranged for 14 November to assess all information received to update the Summary of Actions identified in the Village Plan. A report will be prepared for publication in the Village Voice.</p>	DW
135.	<p>Traffic Committee</p> <p>Mr Walker updated Councillors on the meeting held on the 13 October, the purpose being to bring everyone up to date with developments. Relevant information is expected from WSCC and National Trust and until this is received, no further progress can be made.</p>	
136.	<p>Communications Committee</p> <p>Mr Meldrum confirmed that website development had focused on planning issues. Councillors APPROVED Mrs Meldrum's management of the Village Voice, including expenditure and confirmed the deadline as mid-November for the next issue of the newsletter.</p>	
137.	<p>Fingerposts</p> <p>Ms Chapman confirmed that the Paddockhurst Lane fingerpost has been completed and the Clerk will pursue Mr Clive Brand-Spence for completion of the two outstanding posts.</p>	Clerk
138.	<p>To consider planning matters</p> <p><u>MSDC</u></p> <p>138.1 <u>Decisions</u> None received.</p> <p>138.2 <u>Applications</u> AR/11/03025/FUL Britton House, College Road Adding one window (style and colour to match existing) to first floor of South elevation –</p>	

<p>RECOMMEND APPROVAL. AR/11/03216/FUL 3 Bingham's Green Cottages, Lindfield Road Removal of existing double garage, build 3 Bed detached house and single detached garage – RECOMMEND APPROVAL. APP/D3830/A/11/2161531/NWF - COU – Balcombe Estate, Town House Farm - Appeal It was noted that the closing date for comment is the 15 November. It was AGREED Ms Chapman will talk to the Planning Officer to seek his advice and guidance, prior to drafting a response. AR/11/03299/FUL – 7 The Close Erection of new two storey side extension and single storey rear extension, including new porch to the front of the property – new windows fitted throughout – Planning Committee to consider and respond. AR/11/03330/FUL – 32 College Road Partial two storey and partial single storey extension to create two further bedrooms and a study. The proposed scheme is to extend to the side of the property and virtually mirror the existing opposing side of the property. All materials will be to match the existing – Planning Committee to consider and respond. 140.3 <u>Village Development</u> Financial Support/Community Engagement/Update Councillors discussed the purpose of the questionnaire which will include an information sheet and details of the planning applications which will assist the Parish Council in their response to these plans. <i>Meeting closed</i> A comment was made by a member of the public with regard to the interpretation of the responses to the questionnaire. <i>Meeting opened</i> Councillors considered the statement and stated that it was important that the village responds and the survey will give everyone the opportunity to put their views forward. Ms Chapman read out the relevant paragraph from the Statement of Community Involvement; “The District Council believes that your local town and parish councils have a crucial role to play in obtaining the views of local people and expressing the needs and aspirations of their communities. This is particularly important in planning matters”. It was reported that if the applications were incomplete this would delay the process. It was RESOLVED and AGREED to draft a questionnaire for approval by the Parish Council to distribute to residents. In addition, a budget of up to £100 will be made available from reserves to oversee this work. A discussion followed with regard to the retrieval of the questionnaire and it was decided to seek assistance from local shops and businesses, including the school, to use as “drop-off” and collection places. Mr Meldrum read out a letter received from Mr Yeatman dated 31 October 2011 regarding what he considered to be a misleading comment on the website which says it “continues to claim that Butchers Field was not the only site in the village identified by MSDC as suitable to provide housing to meet local needs.” <i>The meeting closed.</i> Claire Knight advised Councillors that Mr Hill and Mr Yeatman met with District Councillors in August 2009 to promote Butchers Field as being the only site in the village identified as suitable for development in the Strategic Housing Land Availability Assessment (SHLAA) (Note: the document is being re-evaluated in the light of the changes to the Planning System proposed under the Localism Bill). <i>The meeting opened.</i> It was reported that three sites for potential housing developments had featured in the SHLAA. The Clerk and Mr Meldrum will prepare a response to this effect. A letter received from Ardingly College, dated 25 October 2011 was read by the Chair and an invitation to meet with the College was ACCEPTED. Arrangements will be made with the College. Correspondence dated 21 October 2011, including a Transfer of Part, dated 6 June 1997 relating to land south of Butchers Field received from Mr Hill (Collingwood Neptune, Land Consultants) was read to Councillors. It was AGREED that authority be</p>	<p style="text-align: center;">SC</p> <p style="text-align: center;">Planning Committee</p> <p style="text-align: center;">Planning Committee</p> <p style="text-align: center;">RC/WM/ Clerk</p> <p style="text-align: center;">Clerk/WM Clerk</p> <p style="text-align: center;">Chair/VC/</p>
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145.	Reports from committees 147.1 Environment Committee – was received. 147.2 Traffic Committee – was received.	
146.	Correspondence Response from Mid Sussex District Council to the draft NPPF dated 10 October 2011 Draft District Plan Consultation from 24 October 2011 – 13 January 2012 West Sussex Waste Plan Update and Statement of Community Involvement Consultation. Sussex Police – incidents of Anti Social Behaviour had been reported in the village.	
147.	Chairman’s announcements Items for information AGREED that the first meeting of the Parish Council in January 2012 be held on the Tuesday, 10 January. Councillors thanked Mr Stuart Martin for clearing vegetation from footpaths in Church Lane. WSCC will be repairing and pruning vegetation to footpaths in the vicinity of Holmans. Ms Chapman reported that a Cluster meeting will be held at the Ark, Turners Hill on 16 November at 9.30am to which District, Parish, and Town Councils are invited. The agenda will include Neighbourhood Plans, Village Design Statements, equipment and staffing, including the sharing of resources.	
148.	Future meeting dates Pavilion Refurbishment Working Party – to be advised Emergency Planning Committee – to be advised Ardingly Parish Council – 6 December 2011 Ardingly Parish Council – 10 January 2012 Ardingly Parish Council – 7 February 2012 Recreation Ground Committee – 22 February 2012 Environment Committee – 11 April 2012 Finance Committee – November 2011 Traffic Committee – to be confirmed Communications Committee – to be advised Village Plan Monitoring Committee – 14 November 2011	

CONFIRMED MINUTES

SIGNED..... DATED